

Information Technology Resource Management Council (ITRMC)  
**Access Idaho Steering Committee**

**Meeting Minutes**  
(Approved by Committee March 20, 2003)

**February 20, 2003**

The Access Idaho Steering Committee monthly meeting was held on Thursday, February 20, 2003, from 1:30 to 2:00 p.m., in the East Conference Room of the JRW Building, Boise, Idaho.

**CALL TO ORDER, WELCOME**

Chairman **Bill Farnsworth**, who welcomed members and others in attendance, called the meeting to order.

**ATTENDANCE**

**Members Present:**

Bill Farnsworth, ITRMC Staff  
Chuck Goodenough, Secretary of State's Office  
John McAllister, Department of Labor  
Jeff Walker, Access Idaho  
\*Steve Jackson, Idaho Transportation Department

**Absent Members:**

Mark Little, Division of Purchasing  
Susan Simmons, Idaho Transportation Dept.  
Rob Spofford, Department of Water Resources

\*Designate

**Others Present:**

Rich Steckler, Access Idaho

**REPORT FROM ACCESS IDAHO**

Chairman Farnsworth announced that **Jeff Walker**, General Manager for Access Idaho, had been appointed by Jan Cox, Division of Purchasing Administrator, as a voting member of the Access Idaho Steering Committee.

**Rich Steckler** was introduced as Access Idaho's new Director of Marketing.

Walker reviewed the Access Idaho **General Manager's (GM) Report**. (Refer to handout: <http://www2.state.id.us/itrmc/committees/accessidaho/jan03gmreport.pdf>.)

**Discussion**

Per Chairman Farnsworth, due the public impact of some **Idaho State Tax Commission (STC) applications in planning and consideration**, it may be necessary to re-prioritize some Access Idaho projects.

The building of a **Web interactive voice response (IVR) system for the STC** was discussed briefly.

**REVIEW OF SERVICE LEVEL AGREEMENT**

**Board of Medicine Service Level Agreement (SLA), Addendum B**

Per Chairman Farnsworth, this SLA was for a fairly straightforward addition of a fee service to be developed for the Board of Medicine. The Department of Administration deputy attorney general had approved the Agreement.

**MOTION:** Goodenough moved and McAllister seconded a motion to approve Addendum B to the Board of Medicine SLA, and the motion passed unanimously.

**NEW BUSINESS / ADJOURNMENT**

A **potential memorandum of understanding (MOU)** between Access Idaho and the State Record Center for the storage of source code was discussed.

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Chairman Farnsworth mentioned the mid-March launch of the **State Employee Portal** (<http://www2.state.id.us/empportal/>). He also referenced the recently launched map of **telecommunications services in Idaho** (<http://www2.state.id.us/itrmc/services/>).

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Farnsworth, with Pat Wynn (Communications Manager, Department of Administration), would soon meet with Walker and Steckler with regard to Access Idaho **marketing issues and direction**. Walker later proposed a discussion item of how Access Idaho should handle the posting of homeland security issues, and requested Wynn's input.

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On February 24, Kevin Iwersen (Security Analyst, Department of Administration), Don Fournier (ITRMC Staff), and Bryan Davis (Access Idaho) would meet concerning **security coordination**.

As there was no other new business to come before the Committee, **Chairman Farnsworth thanked those in attendance and adjourned the meeting** at 2:00 p.m. The next Access Idaho Steering Committee meeting was scheduled for Thursday, March 20, 2003, from 1:30 - 3:00 p.m. in Conference Room 155, LBJ Building.

Respectfully submitted,

Emily Gales  
ITRMC Assistant